



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

**Department of Transportation and
Public Facilities**

CENTRAL REGION – DIVISION OF DESIGN & CONSTRUCTION
CONTRACTS SECTION

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April 2, 2014

RE: ADDENDUM NO. 1 TO REQUEST
FOR PROPOSALS (RFP)
PACKAGE: Lake Hood Seaplane
Base Master Plan Update
RFP #02542022

FAX TO: All RFP recipients on record.

The RFP Package is hereby clarified or changed as follows:

1. Submittal deadline is not changed.
2. Reference the Request for Proposals Package, Remove and Replace referenced pages with attachments as follows (Aviation Modeling has been removed as a required function):
 - ('rfp-c'), Part C, Evaluation Criteria, Page 1 (Attachment 1)
 - Proposed Statement of Services ('appendix b'), Page 6, (Attachment 2)

All other terms and conditions remain the same.

END OF ADDENDUM

We appreciate your participation in this solicitation.

Sincerely,

A handwritten signature in black ink, appearing to read "Sharon L. Smith".

Sharon L. Smith, P.E.
Chief of Contracts

PART

C

EVALUATION CRITERIA

Criteria with a weight of zero are not applicable and should be disregarded. If a weight is not indicated for any criterion, telephone the Agency Contact person identified at the top of page 1 of Part A - RFP.

SECTION I - TECHNICAL PROPOSAL

1. Objectives and Services

1. Weight: 5

Response must **demonstrate your comprehension of the objectives and services** for the proposed contract. Do not merely duplicate the Statement of Services provided with this RFP. Also, consider if Statement of Services is sufficiently explicit; are expressed or implied schedules attainable/economically feasible; etcetera? Explain. **Define any assumptions made** in formulating Criteria Response. Describe your firms' commitment to the Department should you be awarded a contract.

2. Methods

2. Weight: 10

Response must outline the methods for accomplishing the proposed contract or, if methodology is contained in the proposed Statement of Services, address its adequacy. Describe what, when, where, how, and in what sequence the work will be done. Address how proximity to the Project site, *particular* geographic familiarity, experience, and capabilities of your firms (Offeror and Proposed Subcontractors) and Project Staff might *specifically* contribute to the proposed methods. Identify the amount and type of work to be performed by any Subcontractors. Consider how each task may be carried out; what services or interaction required from/with the Contracting Agency; etcetera. Suggest alternatives, if appropriate. Identify any **distinct and substantive qualifications** for undertaking the proposed contract such as the availability of specialized equipment or unique approaches or concepts **relevant to the required services** which the firms may use.

3. Management

3. Weight: 10

Response must describe the administrative and operational structures that will be used for performing the proposed contract. For example consider: who will have overall responsibility for the contract? Who will have direct responsibility for specific disciplines? What will the lines of authority be? For any individual who would be in "responsible-charge" (reference AS 08.48) as an Architect or Chemical, Civil (including Structural), Electrical, Mechanical, Mining or Petroleum Engineer, or Land Surveyor, so state and list his/her Alaska professional registration number. A graphic depiction is preferred in your response to this criterion. Additionally, the Contracting Agency may want to inspect work products in progress and have a close ongoing working relationship with your Project Staff. Accordingly, your response should also identify where the various contract services will be performed, *in proximity to the Contracting Agency's office* and how communications will be maintained between your Project Staff, the Contracting Agency, and (as applicable) any other government agencies or the public.

4. Proposed Project Staff

4. Weight: 15

Response must name the individuals to perform the following **FUNCTIONS** plus any other professional/technical functions you deem essential to perform the services:

1. Contract Management (contract compliance)
2. Project Management (single point-of-contact directly engaged in contract performance)
3. Public Involvement/Facilitation
4. Civil Engineering*
5. Cost Estimating
6. Airport Planning
7. Demand Forecasting
8. Land Surveying*

*All personnel acting in responsible charge for all Architectural, Engineering and Land Surveying functions require an Alaska Registration and must be identified in your proposal.

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<u>Name</u>	<u>Project Responsibilities</u>
	Contract Management
	Project Management
	Public Involvement/Facilitation
	Civil Engineering
	Cost Estimating
	Airport Planning
	Demand Forecasting
	Land Surveying

B6.4 Professional Registration. *Where applicable*, all reports, plans, specification, estimates and similar work products provided by the Contractor shall be prepared by or under the supervision of the Registered Engineer, Architect or Land Surveyor in responsible charge for the services. These Engineers, Architects, or Land Surveyors shall be currently registered in the State of Alaska and they shall sign and seal as to the accuracy of each final work product for which they are responsible.

B6.5 Contractor Name on Plan Sheets and Documents. No Contractor logos shall be allowed on any electronic or hard copy document produced for LHD. The Contractor company name shall be included in the box above or below the engineer's seal on each plan sheet. Documents produced for ANC shall include the Contractor's company name at the bottom right of the first page, cover sheet or title sheet only. Contractor letterhead shall be allowed only as exhibits in document appendices. The Contractor name shall be in the same font as other lettering on the plan sheet or document, shall be 1/16" or less in height on 11"X17" plan sheets, and shall be in the following format:

PLANS DEVELOPED BY:
COMPANY NAME